

**LOUISIANA DEPARTMENT OF ENVIRONMENTAL QUALITY
OES, PERMIT SUPPORT SERVICES DIVISION
NOTIFICATIONS AND ACCREDITATIONS SECTION**



**REQUIRED ELEMENTS FOR ASBESTOS MANAGEMENT PLANS
Schools and State Buildings
Form AAC-8
LAC 33:III.Chapter 27**

Directions: This form must be completed properly and submitted as the asbestos Management Plan required for a school (Kindergarten through Post-graduate), state owned, leased, or state-used building. **A written explanation must be provided for any incomplete section.** The explanation must be included in the section or if too long, attached behind the corresponding section.

Completion of the AAC-8 will ensure that the Management Plan meets federal (40 CFR Part 763.93) and state (***LAC 33:III.Chapter 27***) requirements and will facilitate accurate and timely state review.

All schools must submit their Asbestos Management Plan directly to: LDEQ, OES, Permit Support Services Division, Notifications and Accreditations Section, P.O. Box 4313, Baton Rouge, LA 70821-4313.

Any Asbestos Management Plan for a state building, whether it is owned, leased, or otherwise used as a state building must submit the Asbestos Management Plan directly to: Real Estate Leasing Administrator, Division of Administration, Facility Planning and Control, Real Estate Leasing Section, P.O. Box 94095, Baton Rouge, LA 70804-9095.

APPLICABILITY:

This building is being used for the following purpose:

- ☐ School (Kindergarten through Post-Graduate)
- ☐ State building (Owned, Leased, or Otherwise Used)
- ☐ Other: _____

EXEMPTION (LAC 33:III.2701.B)

I. If the following exemption applies, complete pages 1, 2, Section A, and provide supporting evidence as applicable.

1. ☐ This building is **not** a school building (see definition of school building) used for grades kindergarten through post-graduate; and
2. ☐ This state building was built after 1978 and is exempt from the requirements of this Chapter because there is no possibility of the presence of asbestos (**LAC 33:III.2701.B.2**); or
3. ☐ This state building was built before 1979 and is exempt from the requirements of this Chapter because an inspection was conducted in accordance with **LAC 33:III.2707.A**, and no asbestos is contained in the building, provided that:
 - a. a copy of the inspection report is submitted within 90 days of the inspection;
 - b. a copy of the report is maintained at the administrative office; and
 - c. no asbestos material was added in a renovation.

II. If an exemption is being requested from the requirements of submitting an asbestos Management Plan as indicated in **LAC 33:III.2701.B.2, “State buildings built after 1978 are exempt from the requirements of this Chapter unless there is the possibility of the presence of asbestos or the building is used for education of grades kindergarten through post-graduate.”**

The undersigned does hereby certify that the building will be used as a state building and there is no possibility of the presence of asbestos in the building as stated above (**LAC 33:III.2723.B.2**).

Responsible Individual (printed/typed name): _____
Responsible Individual Signature: _____
Responsible Individual Contact Information: Phone No: () _____
Fax No: () _____ Email Address: _____

III. If an exemption is being requested from the requirements of submitting an asbestos Management Plan as indicated in **LAC 33:III.2701.B.3, “This state building was built before 1979 and is exempt from the requirements of this Chapter because an inspection was conducted in accordance with **LAC 33:III.2707.A**, and no asbestos is contained in the building,” attach the inspection report as noted above and a copy of current Louisiana inspector accreditation certificate behind this page. (**LAC 33:III.2707.A.3**)**

Name of Louisiana Accredited Inspector: _____
Louisiana Accredited Inspector Signature: _____
Louisiana DEQ Accreditation No: _____
Expiration Date: _____

Section A

Print Legibly or Type

FACILITY INFORMATION **(LAC 33:III.2723.D.1)**

I. Building Information:

Name of Building			
Building Address			
	City:	State:	Zip code:
Date of Construction of Building			

II. Lessor Information:

Lessor's Name			
Lessor's Address			
	City:	State:	Zip code:
Lessor's Contact Person			
Lessor's Email Address			
Lessor's Telephone No. ()	Lessor's Fax No. ()		

III. Is Asbestos present in the building?

☐ Yes

☐ No

Section B

INSPECTIONS CONDUCTED

(Check Appropriate Box)

- ☐ Inspections conducted before December 14, 1987 – Complete all Section A and B, Part I.
(*LAC 33:III.2723.D.2*)

☐ Inspections conducted after December 14, 1987 – Complete all Sections A-G, except
Section B, Part I. (*LAC 33:III.2723.D.3*)

If the inspection report was conducted before December 14, 1987, attach inspection report behind Section B, Part I.

If the inspection report was conducted after December 14, 1987, attach inspection report behind Section B, Part II.

Section B
Part I

A. The following shall be included for each inspection conducted before December 14, 1987:

☐ Date of Inspection (*LAC 33:III.2723.D.2.a*)

☐ Bulk Sampling Location Diagram – (*LAC 33:III.2723.D.2.b*):

Location of Sampling Area	Approx. Square or Linear ft of any Homogeneous or Sampling Areas where Material was Sampled for Asbestos Containing Material (ACM)	Exact Locations where Bulk Samples were Collected	Date of Collection

Attach blueprints, diagrams or written descriptions of all homogeneous or sampling areas behind Section B, Part I.

Section B

Part I

☐ Analysis (*LAC 33:III.2723.D.2.c*):

- Copy of analyses of any bulk samples taken
- Date of Analyses
- Copy of any other lab reports pertaining to the analyses

☐ Response Actions/Preventative Measures (*LAC 33:III.2723.D.2.d*):

- Description of any response actions or preventative measures taken to reduce exposure
- Names and addresses of the contractors involved
- Start and completion dates of the work
- Results of any air samples analyzed during and upon completion of work

☐ A description of assessments, required to be made of material that was identified before December 14, 1987, as friable Asbestos Containing Building Material (ACBM), including all Thermal System Insulation (TSI) or friable suspected ACBM (*LAC 33:III.2723.D.2.e*).

Section B
Part I

☐ Accreditation information for each person making assessment (*LAC 33:III.2723.D.2.e*):

Name	Accreditation No	Expiration Date	Signature

Section B
Part II

B. The following shall be included for each inspection conducted after December 14, 1987:

List the following information for each accredited inspector who performed the inspection and re-inspection(s). (*LAC 33:III.2723.D.2.a*). For state owned, leased or otherwise used state buildings, 3 year re-inspections are not required; however, 6 month surveillance is still required. Please attach a copy of each inspector's Louisiana DEQ accreditation certificate behind Section B, Part II.

Inspection/Re-inspection Date	Inspector's Name (Printed or Typed)	Louisiana Accreditation No	Inspector's Signature

Section B
Part IV

A. Laboratory and Analysis Information (*LAC 33:III.2723.D.3.d*)

In accordance with *LAC 33:I.Chapter 45*, LELAP Accreditation is required by laboratories performing analysis. Attach a copy of the LELAP accreditation certificate behind Section B, Part III.

Attach a copy of the analyses of any bulk samples collected and analyzed. Place analyses report behind Section B, Part IV of the application. The Lab analysis **MUST** include the following:

- ☐ Name of Laboratory that analyzed the bulk samples;
- ☐ Address of Laboratory;
- ☐ Statement that Laboratory meets the requirements of *LAC 33:III.2711.A*;
- ☐ Date of Analysis;
- ☐ Name of person performing the analysis; and
- ☐ Signature of person performing the analysis.

B. Assessment (*LAC 33:III.2723.D.3.e*)

Within 30 days of the assessment, an accredited inspector shall provide a written assessment required by *LAC 33:III.2713* for **all** ACBM and suspected ACBM assumed to be ACM. Classification shall be given as indicated in *LAC 33:III.2711.B.1-7*. Write in space below or attach written statement behind Section B, Part IV.

- ☐ Check if there is no ACM is in the building:

Name of Louisiana Inspector Collecting Samples: _____

Accredited Inspector's Signature: _____

Louisiana Accreditation No: _____

Date of Expiration: _____

Section C

DESIGNATED PERSON **(LAC 33:III.2723.D.4)**

Name of Designated Person:	
Address of Designated Person:	
Phone Number:	
Fax Number:	
E-mail of Designated Person:	

Attach copy of the training certificate received by the Designated Person from a recognized trainer.
Place the certificate behind Section C.

Course Name:	
Date of Training:	
Length of Training (hours):	
Training Organization:	
Instructor(s):	

Note: Training must be completed within 6 months of submitting the Management Plan to LDEQ.

Section D

RESPONSE ACTIONS

A. Attach recommendations made to the local education agency (LEA) regarding Response Actions under *LAC 33:III.2723.D*. Attach recommendations behind Section D. (*LAC 33:III.2723.D.5*)

☐ Check if the building is **NOT** used for Educational purposes.

☐ Check if there is no ACM in the building.

Name of Person Making Recommendation: _____

Recommendation Person's Signature: _____

Louisiana DEQ Accreditation No: _____

Date of Expiration: _____

B. Provide the following written detailed description of preventive measures/response actions to be taken for any friable ACBM, including the following: (*LAC 33:III.2723.D.6*)

Methods to be used	
Location where measure or action will be taken	
Reason for selecting response action or preventive measure	
Beginning date	
Completion date	

C. Provide a detailed description in the form of blueprint, diagram, or written location description of ACBM, or assumed ACM, that does or will remain after response action. Attachment, if any should be placed behind Section D. (**LAC 33:III.2723.D.8**)

☐ Check if there is no ACM in the building.

D. The undersigned does hereby certify that he/she is accredited under the provision of Appendix A of **LAC 33:III.2799.Appendix A**. (This applies to the person who inspected for ACBM and who will design or carry out response action, except O & M). (**LAC 33:III.2723.D.7**)

Louisiana Accredited Inspector's Name: _____

Inspector's Signature: _____

Louisiana DEQ Accreditation No: _____

Date of Expiration: _____

Louisiana Accredited Project Designer's Name: _____

Project Designer's Signature: _____

Louisiana DEQ Accreditation No: _____

Date of Expiration: _____

Section E

ACTIVITY PLANS **(LAC 33:III.2723.D.9)**

☐ Check if there is no ACM in the building.

If there is ACM in the building, attach the following:

- A. Attach a written plan for Re-inspection behind Section E (Required only for schools, including post graduate facilities, i.e. universities, etc. in accordance with **LAC 33:III.2707**).
- B. Attach a written plan for Periodic Surveillance behind Section E (Required for all schools and state owned, leased, or otherwise used buildings).
- C. Attach a copy of the Operations and Maintenance plan behind Section E. The O & M plan must be completed in accordance with **LAC 33:III.2719**.
- D. Attach a copy of the Management Planner's recommendation regarding additional cleaning under **LAC 33:III.2719.C.2** as part of an operations, maintenance, and repair program.
- E. Attach a copy of the Response to the Management Planner's recommendation by the local education agency (LEA) or state government.

Section F

NOTIFICATIONS AND RESOURCES EVALUATION

Attach the following behind Section F:

NOTIFICATION

Attach a copy of the notification letter sent to parents, teachers, and employees concerning the availability of the Management Plan, including any response actions or activities that took place. Attach behind Section F. (*LAC 33:III.2723.D.10* and *LAC 33:III.2723.F*)

RESOURCES EVALUATION

Attach an evaluation of resources needed to complete response actions successfully and carry out re-inspection(s), operations and maintenance activities, periodic surveillance, and training. Attach behind Section F. (*LAC 33:III.2723.D.11*)

MANAGEMENT PLAN CONTRIBUTORS

A. List the accredited management planner and all other consultants who contributed to the Management Plan. Attach Louisiana accreditation certificate for current asbestos management planner behind Section F. (*LAC 33:III.2723.D.12*)

Name	Accreditation No.	Expiration Date	Signature	Email address

B. THIRD PARTY ASBESTOS MANAGEMENT PLAN REVIEWER (optional)

A local education agency or the state government may require each management plan to contain a statement signed by a third party accredited management planner as a reviewer to the current accredited management planner, that such person has prepared or assisted in the preparation of such plan or has reviewed such plan, and that such plan is in compliance with **LAC 33:III.Chapter 27**.

☐ Statement is Required by LEA or State ☐ Statement is NOT Required by LEA or State

The undersigned does hereby certify that they have reviewed the management plan and testify that the plan complies with **LAC 33:III.2723** of the Louisiana Air Quality regulations. (Statement may NOT be signed by a person who, in addition to preparing or assisting in preparing the Management Plan, also implements or will implement the Management Plan). Attach copy of current management planner accreditation certificate behind Section F. (**LAC 33:III.2723.E**)

Name of Louisiana Accredited Reviewing Management Planner: _____

Reviewing Management Planner Signature: _____

Louisiana DEQ Accreditation No: _____

Expiration Date: _____

Section G
Part I

RECORDKEEPING

PREVENTATIVE MEASURES/ RESPONSE ACTIONS

For each preventative measure and response action (post December 14, 1987), the local education agency or state government shall provide the following information:

- A. A detailed written description of the action taken. The description should include the following information. Attach behind Section G, Part I. (*LAC 33:III.2725.B.1*)
- Methods Used
 - Location of Measure or Action
 - Reason for Selection of Action
 - Names and Addresses of all Contractors Involved
 - Louisiana Accreditation Number of Contractor/Supervisor(s)
 - Storage or Disposal Site if ACM was Removed

- B. The name and signature of any person collecting air samples required at the completion of response actions. (*LAC 33:III.2725.B.2*) Note that the person conducting air monitoring must be LDEQ accredited as an asbestos Contractor/Supervisor.

Name	Accreditation No	Expiration Date	Signature

C. A written description of the locations where samples were collected. The following information should be included in the description. Attach behind Section G, Part I. (**LAC 33:III.2725.B.2**) Note that the laboratory conducting analysis of air samples must be a LELAP accredited lab. Attach a copy of the LELAP certificate behind Section G, Part I.

- Date of Collection
- Name and Address of Analyzing Laboratory
- Date of Analysis
- Results of Analysis
- Methods of Analysis
- Name and Signature of Analyst
- LELAP Laboratory Accreditation Certificate

EMPLOYEE TRAINING:

List each person required to be trained under *LAC 33:III.2721.A.1-3* and for supervisor who directs workers who may disturb ACM. The following information must be provided for each employee trained. Attach behind Section G, Part I. (*LAC 33:III.2725.C*)

Name	Job Title	Date of Training Completed	Location of Training	Trainer/ Trainer Provider	Number of Hours Completed

Section G
Part II

SURVEILLANCE

List each time that a periodic surveillance under *LAC 33:III.2721.B* is performed. (*LAC 33:III.2723.D*)

Date of Periodic Surveillance	Name (Printed or Typed)	Louisiana Accreditation No.	Expiration Date	Changes in Conditions

Section G
Part III

CLEANING

List each time that cleaning under *LAC 33:III.2719.C* is performed. (*LAC 33:III.2725.E*)

Date of Cleaning	Name (Printed or Type)	Locations Cleaned	Methods used to perform cleaning

Section G
Part IV

O & M ACTIVITIES

List the following information for each Operation and Maintenance activity conducted post December 14, 1987: (*LAC 33:III.2725.F*) Attach behind Section G, Part IV.

- Name of Person(s) Performing the Activity
- Start and Completion Dates for each Activity
- Location where Such Activity Occurred
- Description of Activity
- If Asbestos was Removed, the Name and Location of Storage or Disposal Site

MAINTENANCE ACTIVITIES OTHER THAN SMALL SCALE SHORT DURATION (SSSD)

List the following information for each time a major asbestos activity under *LAC 33:III.2719.E* is performed: (*LAC 33:III.2725.G*)
Attach behind Section G, Part IV.

Name of the Person Performing the Activity	Start/Completion Dates	Location	Description of the Activity	If Asbestos was Removed Name and Location of Storage and Disposal Site

FIBER RELEASE EPISODE

For each fiber release episode that has occurred post December 14, 1987, list the following information: (*LAC 33:III.2725.H*) Attach behind Section G, Part IV.

- Date and Location of Episode
- Method of Repair
- Preventive Measures or Response
- Name of Person Performing the Work
- If Asbestos was Removed, the Name and Location of Storage and Disposal Site

**DESIGNATED PERSON GENERAL RESPONSIBILITIES UNDER
*LAC 33:III.Chapter 27***

Pursuant to ***LAC 33:III.2705.A*** and ***LAC 33:III.2723.H*** of the Louisiana Air Quality Regulations, (Asbestos-Containing Materials in Schools and State Buildings), each Management Plan must contain a true and correct statement, signed by the Designated Person, that certifies that the general Management Plan responsibilities have been met. This form is provided to assist you in complying with this portion of ***LAC 33:III.Chapter 27***.

School/Agency:		
Building Address:		
Designated Person:		
Designated Person's Address:		
City:	State:	Zip Code:
Phone No:	Email:	

ASSURANCES

This asbestos Management Plan was developed and has been submitted pursuant to ***LAC 33:III.Chapter 27*** of the Louisiana Air Regulations, Asbestos-Containing Materials in Schools and States Buildings, and the undersigned does hereby certify that the Designated Person has and will ensure the following:

- ☐ 1) The activities of any person, who performs inspections, re-inspections, and periodic surveillance, develops and updates Management Plans, and develops and implements response actions, including operations and maintenance, are carried out in accordance with ***LAC 33:III.Chapter 27***.
- ☐ 2) All custodial and maintenance employees are properly trained as required in ***LAC 33:III.Chapter 27*** and all other applicable federal and/or state regulations (e.g., the Occupational Safety and Health Administration Asbestos Standard for Construction, the EPA Worker Protection Rule, or applicable state regulations).
- ☐ 3) All workers and building occupants, or their legal guardians, are informed annually about inspections, response actions, post-response action activities, including periodic re-inspection, if applicable, and surveillance activities, that are planned or in progress.
- ☐ 4) All short-term workers (e.g., telephone repair workers, utility workers, or exterminators etc.) who may come in contact with asbestos in a school are provided information regarding the

locations of ACBM and suspected ACBM assumed to be ACM.

- ☐ 5) All warning labels are posted in accordance with **LAC 33:III.2727**.
 - ☐ 6) All management plans are available for inspection and that notification of such availability has been provided as specified in the Management Plan under **LAC 33:III.2723.F**.
 - ☐ 7) The undersigned Designated Person pursuant to **LAC 33:III.2705.A.7** received adequate training as stipulated in **LAC 33:III.2705.A.8**.
 - ☐ 8) The Designated Person will consider whether any conflict of interest may arise from the interrelationship among accredited personnel and whether that should influence the selection of accredited personnel to perform activities under **LAC 33:III.Chapter 27**.
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Signature: _____
Designated Person, pursuant
to **LAC 33:III.2723.H**

Phone No: _____

Fax No. _____

Email Address: _____